



# STATE OF IOWA

TERRY E. BRANSTAD, GOVERNOR  
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES  
CHARLES M. PALMER, DIRECTOR  
THOMAS C. BOUSKA, SERVICE AREA MANAGER

09/17/13

Sarah Bengford  
14 Chestnut Ave  
Lake Park, Iowa 51347

Dear Child Care Provider,

This letter is in regards to the 09/16/13 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home.

During our meeting the only items that were found out of compliance were as followed;

You needed an updated physical form on yourself and an updated immunizations status for your husband. You scanned them to the Dickinson County Department of Human Services on 09/16/13.

Two of your children's files needed updated. You contacted the Dickinson County Department of Human Services via email on 09/16/13 that they had been updated.

Do to your quick response in correcting the above deficiencies you are found to be in compliance in all areas of a Level B Registered Child Care Development Home. Congratulations.

X \_\_\_\_\_  
Signature Date

Please do not hesitate to contact me at DHS at 1-866-336-2555 ext 2409 if you have any questions regarding this letter.

Sincerely,

Kim Heneke BSW SWII  
Dickinson County Department of Human Services  
1802 Hill Ave  
Suite 2401  
Spirit Lake, Iowa 51360  
1-866-336-2555 ext 2409

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-800-945-9778.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to [http://www.dhs.state.ia.us/Consumers/Child\\_Care/Professional\\_Development.html](http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html) and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).